

## **Minutes Board of Trustees Meeting**

**December 8, 2015**

The Village of Cold Spring Board of Trustees held an audit review followed by their regular monthly meeting on Tuesday, December 8, 2015 at Village Hall, 85 Main Street, Cold Spring, NY beginning at 7:00 pm.

Attending: Mayor Dave Merandy and Trustees Frances Murphy, Marie Early, Michael Bowman and Cathryn Fadde

Also: Tim Thomas, CPA of Toski and Company; Ellen Mageean, Village Accountant; William Bujarski, Building Inspector; Robert Flaherty, Town of Philipstown Councilman; Jennifer Zwarich, Tree Advisory Board; Kathleen Foley, vice chair of the Historic District Review Board

Mayor Merandy opened the meeting followed by the Pledge of Allegiance.

Tim Thomas, CPA of Toski & Company presented an overview of the independent audit of the village financial statements for the year ending May 31, 2015.. There were no findings related to the audit of financial statements.

### **MONTHLY REPORTS**

Recreation Commission- no report

Matt Francisco, Planning Board chair, reported on current matters before the board including applications for: 15 Main Street renovation/reconstruction into a bakery, café and retail space, 26 Rock Street subdivision, 20 The Boulevard two lot subdivision, and 178 Main Street reconstruction and potential change of use.

Robert Flaherty, Town of Philipstown councilman reported on the progress made toward placing a medication drop off box at the town office and volunteer training at the Philipstown emergency shelter. The Historic District Review Board conducted a site visit at 178 Main Street for a proposed conversion to professional offices. The board continues work on matters related to the CLG Grant and proposed revised application procedures.

Putnam County- Mayor Merandy and Deputy Mayor Early attended a meeting hosted by County Executive Mary Ellen O'Dell to introduce a consultant who will prepare a report on county-wide police department consolidation and to discuss the scope of this study.

Cold Spring Boat Club- The anticipated schedule for remediation activities at 5 New Street for the period from November 30, 2015 to December 11, 2015 was read.

Cold Spring Fire Company (CSFC) - A meeting was held at the CSFC to plan responses to Mountain rescues and identify shortcomings. One item that was brought forth was a budgetary shortfall in terms of the state parks. A follow up meeting will be held.

Parking Committee presented recommendations for designated areas for winter parking and new signage for these locations. Further, the committee reviewed materials solicited by Trustee Early for parking meters. The committee expressed a willingness to assist the village board in gathering additional information, if needed, to institute the residential parking permit program. Trustee Fadde questioned the newly enforced parking regulations on Fair Street.

Tree Advisory Board (TAB) chair Jennifer Zwarich reported that the framework has been developed for the TAB website and asked for board approval to proceed. Board members had no objection to this request. TAB members are currently participating in a free online course put together by the USDA Forest Service Urban and Community Forestry Assistance Program and hosted by the Arbor Day Foundation. The Silver Maple on Academy Street was assessed by an ISA certified arborist and was safely pruned at a cost of \$300. The TAB is seeking quotes for removal of trees associated with the Main Street transportation project.

The Code Update Committee (CUC) held one meeting during the month of November. Zoning Code topics discussed included: waterfront parks and recreation and permitted uses in an R-3 district.

Beginning in December, the CUC will meet on the first and third Wednesdays of each month.

Mayor Merandy thanked the Recreation Commission for their hard work in preparing for an enjoyable tree lighting ceremony.

## **FINANCIAL REPORT**

Ms. Mageean provided a brief overview of the property tax cap.

The Mountain Ave Cemetery account was closed last month. At the time the account was closed, there was a balance in the account of \$330 after payment to the town of Philipstown. This amount originated from an accounting error many years ago. It was the recommendation of Ms. Mageean that the remaining funds in this account be earmarked for tree replacements.

Trustee Early moved to transfer the remaining balance of \$330.00 to tree replacement and seconded by Trustee Bowman and unanimously carried.

### **Six Month Budget Review:**

Revenues are projected to be \$22,525 over budget. The main reason for this is due to the construction at the Butterfield site. Building permit fees are anticipated to be \$54K for the year which would be \$34K over budget. This is offset by some small amounts which are over and under in various budget lines and also the State Aid for the Historic Grant. The HDRB will be reapplying for this grant in January but at this point we will receive only \$3,500.

Expenses are anticipated to be \$16,310 under budget. The attorney lines are anticipated to be \$7,000 over budget. Although the attorney contractual is showing a total spent of \$21,576, an accrual that was booked at the end of the year is included in this number and will be removed. That will decrease the actual number to \$17,988.71. Village hall repair is anticipated to be over budget by \$2K, as a result of repairs to the leaking roof. Unallocated insurance is over budget by \$2,290 due to a change in carriers to obtain downstream coverage. It is not anticipated that we will need to use the contingent account so that will be under budget by \$4,907. There are two new Building Inspector lines that were not budgeted for. The first line is for the clerk in the building department. The total amount of that budget line is anticipated to be \$4,860. In addition, a line was added for the payments that will be made to the town of Philipstown for Butterfield inspections. Based on a conversation with Town Code Enforcer Kevin Donohue, it is anticipated that we will spend approximately \$1,125 this year for those inspections. The Highway department equipment repair line is anticipated to be over budget by \$5,000 due to the purchase of tires. It is anticipated that the personal services for recreation will be under budget by approximately \$6,000. The HDRB grant is under budget by \$14,670. The retirement for the employees and the police department will be under budget by \$16,516.

Mayor Merandy brought up the need to fill the part-time position previously held by Joe Russo. It was agreed that prior to advertising for a replacement a job description needs to be further developed.

#### **WATER AND WASTEWATER**

Reservoir status is at 58.7%. With regards to the upper dam rehabilitation project, O'Brien and Gere will present their qualifications and proposal on January 5, 2016.

Superintendent Phillips provided an update on the progress of the aeration replacement and electrical upgrade project at the wastewater facility.

#### **CODE ENFORCEMENT**

Mr. Bujarski reported issuing 34 permits, performing 9 inspections, issuing 11 certificates of occupancy and five referrals.

#### **POLICE AND JUSTICE COURT**

During the month of November the CSPD responded to 75 calls for service, issued 35 parking tickets and 75 tickets for various vehicle and traffic infractions. Residents were reminded to adhere to overtime and winter parking regulations.

The Justice Court collected \$8,304 during the month of November.

#### **REPORT OF THE MAYOR AND BOARD OF TRUSTEES**

Trustee Early asked for Parking Committee's recommendations for implementing the residential parking permit program. A joint workshop between the Village Board and the Parking Committee was scheduled for the fourth Tuesday in January.

Trustee Murphy was informed by Cablevision that discounted rates for cable service are not offered to seniors. WiFi for Village hall has been offered free of charge. During recent conversations with Nancy Montgomery of Sean Patrick Maloney's office a possibility of grant opportunities for repairs to village hall was mentioned.

#### **CORRESPONDENCE**

Putnam County Legislator Addonizio requested a letter of support for county-wide regulation of taxi services. Discussion was deferred to the next meeting.

Rich Franco asked for the mayor's signature on an application to the NYSDOT for directional signs.

Trustee Murphy moved to table this request pending additional information from the NYSDOT.

James Hartford is in contract to purchase property at 178 Main Street for use as an office for an architectural practice. The village property extends to within one foot of the front façade. In order to proceed with planned improvements which will accommodate this office space, Mr. Hartford requested purchase of village property in the front yard. He asked for a letter of intent from the village. Trustee Early pointed out this property is outside the limits of the Main Street project and the sale would not interfere with an established right of way.

Trustee Early moved to send a letter of intent to sell property and seconded by Trustee Fadde and unanimously carried.

#### **OLD BUSINESS**

Mark Patinella, Commodore of the Cold Spring Boat Club, asked the board to consider reuse of the sheet piling that will be removed by the DEC after the coal tar remediation on New Street. These metal sheets

would be driven along the bulkhead stabilizing the waterfront. The board received additional information from Peter Fairbanks, Senior Chemist of AECOM about the issues and costs related to this proposal. Board members expressed no interest in pursuing this option. Mayor Merandy moved to send a letter to the Cold Spring Boat Club informing them that the village is not interested in reusing sheet piling and seconded by Trustee Fadde and unanimously carried.

Trustee Early provided the history and an overview of the Hudson River Greenway grant and recommended signature on the Memorandum of Understanding.

Trustee Bowman moved to authorize the mayor's signature on the Hudson River Valley Greenway Memorandum of Understanding and seconded by Trustee Fadde and unanimously carried.

Trustee Early reported on her research related to changing the date of the village election from March to November including: effect on the terms of office, timing of referendum and the possibility of adopting a resolution which specifies a future date. Trustee Fadde suggested consideration of a change in the term of office to four years and establishing term limits. This change would reduce the number of elections and address budget concerns. Further discussion on this issue was scheduled for mid-January.

Trustee Early called for a vote from the Village Board on whether or not the board should consider a resolution in the February timeframe for moving the election from March 2016 into the November timeframe in year 2018. Trustee Murphy seconded the motion. Vote: 3-2-0-0 with Mayor Merandy, Trustees Early and Murphy voting in favor and Trustees Bowman and Fadde opposed.

Michael Armstrong, 7 Morris Avenue, favors this change to a November cycle as it will allow a gap between the date the incoming officers take office and the adoption of the budget. He sees the current system as broken with core issues not addressed and a lack of serious consideration of the village's capital needs. Further, he recommends holding a workshop on this matter.

Paul Henderson, 14 Stone Street, submitted a letter of intent to participate in the Code Update Committee and was unanimously recommended by this committee.

Trustee Early moved to appoint Paul Henderson to the Code Update Committee and seconded by Mayor Merandy and unanimously carried.

## **NEW BUSINESS**

The board set a date of January 22, 2016 at 6:00 pm for an appreciation gathering, dependent upon availability of space at the firehouse. Trustee Bowman will check with the fire company.

The board considered a request from Sarah Oh, a Columbia University student, for filming on lower Main Street with a small crew of seven people for 1-2 hours on January 9<sup>th</sup>. She also asked the board to waive associated fees.

Mayor Merandy moved to waive the fee and accept the application for filming from Sarah Oh with an understanding that if police assistance is needed that the applicant will pay the hourly rates and seconded by Trustee Early and unanimously carried.

**APPROVAL OF MINUTES**

Trustee Bowman moved to approve minutes of the public hearing and workshop held on 12/1/2015 and seconded by Trustee Murphy and unanimously carried.

**PUBLIC COMMENT**

Frank Haggerty, 12 Main Street, agrees with holding a workshop on the concept and rationale for changing the date of the village election to November.

Kathleen Foley, 2 Locust Ridge, asked for clarification regarding the timing of proposed changes to the election. She proposed making changes to the budget preparations rather than changing the village election.

Trustee Fadde moved to adjourn and seconded by Trustee Bowman and unanimously carried.  
9:33 pm Meeting adjourned.

Respectfully submitted,

Mary Saari, Village Clerk